

**Regatta Beach Club Condominium Association, Inc.
Alteration Application**

(please submit 72 hours in advance of construction to allow for review/approval by management)

Unit Owner's Name: _____

Unit Number: _____

Phone Number: _____

Email: _____

Contractor Name: _____

Contractor Phone Number: _____

Contractor Email: _____

Additional Subcontractors & Contact Information: _____

Expected Start Date: _____

Expected Project Duration: _____

Initial Cost Estimate: _____

Scope of Work

_____ Painting (deposit not required if painting only)

_____ Carpet Installation (deposit not required if only carpeting)

_____ Flooring/Tile Installation (sound proofing underlayment is required and photo required after the sound proofing is laid, all cutting must take place off site, or inside the interior of the unit.)

_____ Installation of Custom Cabinetry (all cutting must take place off site, or inside the interior of the unit)

_____ Countertop Installation (all cutting must take place off site, or inside the interior of the unit)

_____ Wall removal

_____ Plumbing connection to appliances

_____ Alterations to existing plumbing in walls (permit required from City of Clearwater)

_____ Electrical outlet installation (permit required from the City of Clearwater)

_____ Laundry Appliance installation/removal (plans on how to drain the water and how the dryer will vent)

_____ Kitchen appliance installation/removal

_____ Bathroom fixture installation/removal

_____ Window Replacement

_____ Sliding Glass Door Replacement

_____ Doorbell Replacement (Deposit not required)

_____ Doorknob Replacement (deposit not required)

_____ Installation of Storm Shutters

GUIDELINES FOR REPLACEMENT OF DOORBELLS/PEEPHOLES

Size: To be no larger than 6 5/8 in x 3 in. If dimensions are smaller than current doorbell units, please repair, fill in, and paint any surfaces not covered by replacement doorbells so they match the rest of the door. (Please ask front desk for paint to match)

Overlay vs. Replacement: Residents may only replace existing doorbells/peepholes and may not attach replacement doorbell devices in addition to existing doorbell/peephole devices.

Color: Paint any visible surfaces of the replacement doorbell unit excluding the peephole/camera/sensor to match the rest of the door. Paint is available from the front desk upon request.

Unit Number: Please use the current unit identifier sticker. If not available, print a replacement on a black background using the following format "X ###" E.G. N 115, S 218, C 400 with a font similar to the current front (e.g. number 1 is only a vertical line) with letters/numbers 1/2" in height.

Camera Units: If replacement doorbells, doorknobs, deadbolts or peepholes contain any type of recording device, please mount the replacement doorbell device parallel with the door and do not adjust the angle of the camera to direct towards other units. All recordings of activity in common areas must be secured with passwords if saved online, and recordings may not be publicly broadcasted. Active voyeurism, including deliberately directing/focusing/zooming the camera towards the entrances of other units, or recording areas not otherwise visible from existing peepholes is prohibited.

Attachment: Residents are not permitted to create additional holes in the door or doorway area to affix replacement doorbells and must use existing holes and/or non-permanent adhesives.

GUIDELINES FOR REPLACEMENT OF DOORKNOBS, DEADBOLTS, AND DOORPLATES

Color: Antique Brass

Alterations: Per the declaration, residents may not cut additional holes in the door when replacing existing doorknobs and deadbolts. If existing holes or marks become visible when altering doorknob or deadbolt hardware, please cover with either an antique brass door re-enforcer/doorplate, or fill in any holes so exposed surfaces are flush, and repaint the filling material to match the rest of the door's current shade of brown.

REPLACEMENT OF WINDOWS/SLIDING BALCONY DOORS/SCREENS

Please notify and submit specifications to the front desk for approval on a case by case basis, as replacements must match existing unit size, colors, glass pane tints, pane sizes, and trim styles.

GUIDELINES FOR INSTALLATION OF STORM SHUTTERS

Size: The shutter box may be no larger than 8”

Color: The shutter box as well as the shutters must be white in color to match the door frame.

Attachment: The electric for the shutter must go through the jam of the door and not penetrate the concrete surrounding the door frame.

Please provide the dates of transportation of materials through North/South elevators (to allow for placement of padding in elevators) Please notify the front desk 24 hours in advance of materials being brought in if date are unknown.

_____ Initials: I acknowledge that I've provided all vendors copies of the RBC Vendor Rules and Regulations

_____ Initials: I acknowledge that vendors are only to perform work between the 8:00 AM and 5:00 PM Monday – Friday, but deliveries may be received on Saturdays from 10:00 AM – 3:00 PM.

_____ Initials: I acknowledge that vendors are not perform work in common areas of the building, including in the RBC parking lot, in the hallways, and that they will be held responsible for ensuring the condition and cleanliness of any common areas through which materials are transported. If vendors are to damage common elements (hallways, doors, elevators) they are to repair all damage prior to continuing work.

_____ Initials: I acknowledge that vendors may not dispose of any construction materials or debris on site and must transport debris off site at the end of each day.

I acknowledge that any violations of RBC Vendor Rules and Regulations may result in forgoing a portion or all of my deposit:

Signature (Owner)

Deposit Received \$ _____ Date: _____

Signature (Management)

Vendor Proof of Insurance & Licenses copies received Date: _____

Signature (Management)

Attached – RBC Vendor Rules and Regulations